

SECRET

PERSONNEL

AGENCY RETIREMENT BOARD

1. In the interests of sound and equitable personnel management, an Agency Retirement Board is hereby established. It will be the responsibility of the Board to expand the retirement program within the Agency to include:

a. The counseling of all employees who have reached retirement age and those who are about to reach that age concerning their accrued benefits, privileges and obligations.

b. Discussion with the employee of his plans to retire.

c. The systematic review of the retirement plans of each such employee.

2. The Board will act on the understanding that it is the practice in this Agency that an employee will normally retire when he becomes eligible for retirement with full earned annuity unless he is asked to remain in service. In reaching decisions it will give full consideration to the personal plans, preferences and circumstances of each employee.

3. The following appointments to the Board are hereby made;

Lawrence R. Houston - Chairman

Otto E. Guthe - Member

ALLEN W. DULLES  
Director

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